

# INFORMATION BULLETIN

## JOB TRAINING PARTNERSHIP ACT

Number: B99-35

Date: October 25, 1999  
Expiration Date: 6/30/00  
69:142:cg:3264

TO: SERVICE DELIVERY AREA ADMINISTRATORS  
PRIVATE INDUSTRY COUNCIL CHAIRPERSONS  
JTPD PROGRAM OPERATORS  
EDD JOB SERVICE OFFICE MANAGERS  
JTPD STAFF

SUBJECT: QUARTERLY REPORTING REQUIREMENTS FOR PERIOD ENDING  
SEPTEMBER 30, 1999

The purpose of this information bulletin is to provide information regarding quarterly reporting requirements for the period ending September 30, 1999. The reports are to be transmitted electronically to the Job Training Partnership Division as follows: Welfare-to-Work (WtW) 85 Percent and 15 Percent Projects and National Reserve Account Projects are due on October 20, 1999. All other reports, including "Closeout Reports" for fully spent projects that end on or before September 30, 1999, are due on October 25, 1999.

The Job Training Partnership Act (JTPA) Directive D99-4, JTPA Data Reporting Requirements, available on our Web site at <http://www.edd.ca.gov/jtpadir.htm>, addresses reporting issues arising from the approval and implementation of the JTPA waivers. For purposes of financial reporting with two cost categories, Title II and Title III administration costs should be reported as administration on the applicable report. Program expenditures for Title II should be reported as training related/supportive services. Under Title III, please report non-administration program expenditures as retraining.

If there are any questions related to expenditure reports, please contact Judi Bauman, Financial Management Unit (FMU), at (916) 654-8276 for Title II, and Tristyn Schmidt, FMU, at (916) 654-7617 for Title III. Contact Debra Shepherd, FMU, at (916) 654-2418, for questions regarding "Closeout" items for either Title II or III.

If there are any questions related to participant reports, please contact Marcia Painter, Data Analysis Unit (DAU), at (916) 654-7607 for Title II, and Karen Yuke, DAU, at (916) 654-2585 for Title III. Contact Cindy Hobart, DAU, at (916) 654-8285 for questions regarding WtW participant reports.

/S/BILL BURKE  
Assistant Deputy Director